



DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
6661 WARRIOR TRAIL, BLDG 350
FORT POLK, LOUISIANA 71459-5339

REPLY TO
ATTENTION OF:

FEB 23 2011

AFZX-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum CG-03 - Command Visitation Program

1. Purpose. This policy creates and explains Command and Soldier responsibilities regarding on-and off-post Soldier and Family living standards in order to improve the overall welfare of our military community. Leader responsibilities extend beyond merely knowing Soldiers' tactical and technical competencies, but also knowing the general welfare of the Soldier and his Family. Soldiers must ensure their own welfare and that of their Family members. A safe, clean living environment facilitates accomplishment of this responsibility and contributes to the general welfare, happiness and success of the Family unit, and to the military mission served by Soldiers' service.

2. Policy. Commanders will periodically check on the well-being of Soldiers living both on and off post as further discussed below.

a. Family participation in this program is completely voluntary. Soldiers and Families may choose not to participate in this program. The purpose of the program is not to conduct inspections or searches of Soldiers' homes. Rather, these visits will provide leadership the opportunity to regularly check on the welfare, living standards and general well being of Soldiers and Families. Just as important, these visits give the Soldier and Family members the opportunity to share with their leadership concerns they may have regarding their living conditions or any concerns in general.

b. Commanders will conduct command visits at least annually to the quarters of Soldiers in the rank of Sergeant and below, living on post or off post. A command visit will consist of two representatives of the command, one in the grade of E6 or above, designated by the commander. Typically, a visit will include discussions of unit training and deployment plans, key dates and events, and Family readiness services available. Leaders will also address and offer solutions to stressors the Family may have (finances, child care, marital tension, or similar issues) and assess the quality of living conditions. Each visit will be pre-scheduled, and units are encouraged to include FRG representatives when they visit. Home visitations will not be conducted if the Soldier is not physically present at the time of the visit, or if the Family has opted not to receive a visit.

3. This policy does not address all circumstances under which a commander may enter a Soldier's home; it explains the home visitation program only. This policy will remain in effect until rescinded or superseded. Further supplementation of this policy is not authorized without prior written approval by this headquarters.

CLARENCE K.K. CHINN
Brigadier General, USA
Commanding

Distribution: A+